

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

May 9, 2024

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:06 p.m. on May 9, 2024 by President Ernie Anderson. Present were Ernie Anderson, President, Denise Whedon, Vice President, Nancy Trotter Higgins, Acting Secretary/Treasurer, Mark W. Burns and MaryAnn Gromley, Trustees. A quorum was established. George Graczik was unable to attend.

Minutes of the April 11, 2024 meeting were distributed and reviewed. A motion was made by Mark Burns and seconded by Denise Whedon to approve the minutes as presented. Unanimous.

The treasurer's report was distributed. Expenditures and revenues were reviewed. A motion was made by MaryAnn Gromley and seconded by Mark Burns to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

Ernie Anderson is working on the locks, lights and thermostats. Nancy Higgins has not been able to set up a time for the contractor to look at the center building issues. Sandy Sullivan is interested in the board vacancy. She will submit a letter of interest and come to the next board meeting. Mark Burns presented a draft of the needs survey. A motion was made by Denise Whedon and seconded by Nancy Higgins to approve the survey. Unanimous. Ernie will number them and hand them out. He hopes to have them returned by the next meeting. The apartment inspections were done by Denise Whedon and Nancy Higgins. Ernie Anderson and Nancy Higgins made the necessary repairs listed on the inspections. Denise Whedon updated the board on the games and crafts. Games are going to be on the third Thursday of the month and crafts on the fourth Thursday of the month. Several donations were made to the program. Denise will put the donations in the cash box for Nancy to record and deposit. She needs a white board that is double sided for the games. The dimensions should be 48" by 36". MaryAnn Gromley will ask her family about making one. A motion was made by Nancy Higgins and seconded by Mark Burns to allow Denise Whedon to buy a white board or MaryAnn Gromley build one. Unanimous. Denise also needs bottle caps. Ernie and MaryAnn will check with the VFW to see if they could get bottle caps from them. The personnel policy committee reviewed all the staff concerns with the policy and reported that the policy does not need to be change. They proposed 10 days per year of personal time off. A motion was made by Mark Burns and seconded by Denise Whedon to approve the PTO policy. Unanimous. Nancy Higgins will update the policy manual. There was discussion regarding the COVID policy. Ernie Anderson requested it be put on the next agenda under new business.

Board members discussed the need to have one employee as full time in order to qualify with State Fund for insurance for our volunteers. A motion was made by Mark Burns and seconded by MaryAnn Gromley to offer Darla Winn full time employee at 40 hours per week. Unanimous.

Darla Winn, Kat Taylor and Dulcie Wallace enter the meeting at 2:21 p.m. Darla gave the kitchen and site manager report. Numbers served is increasing. The pilot light needs to be checked on the grill. The kitchen light is still not working. Ernie Anderson will follow up on this. She still would like to get and back splash and shelf for her work space. The washing machine is still making lots of suds. Ron's Appliance recommended that we run a couple of loads of hot water. The knives need to be sharpened. Ernie volunteered to do this. One of the renters is having problems with bugs. Darla will call C & D Pest Control. Darla was asked about renting the center. Board members recommended

seeing if the VFW would rent out their facility. A person interested in starting a Meals on Wheels program spoke with Darla about whether we would be interested in putting the center on a list of places where they could donate some of their proceeds. If it happens, it will probably take several years before the program is up and running. Meal prices were discussed. Tips for staff members was brought up again. The board feels that the staff should contact a CPA or the IRS to get information on how taking tips would affect them.

Ernie Anderson asked Darla Winn if she would be willing to go to 40 hours per week in order to allow the center to qualify for State Fund insurance for volunteers. She mentioned that she is unhappy with her current wage. A motion was made by Mark Burns and seconded by MaryAnn Gromley to offer Darla Winn a full time 40 hours per week if she is interested. Unanimous.

Darla Winn and Ernie Anderson need to attend the nutrition meeting in Polson on May 20th. A motion was made by Nancy Higgins and seconded by Denise Whedon to approve sending Darla and Ernie to the Polson meeting and paying Darla for the extra hours over her normal schedule. Unanimous. Ernie volunteered to take his own vehicle.

A motion was made by Mark Burns and seconded by MaryAnn Gromley to move the Grab N Go meals and meal price agenda items to the next meeting. Unanimous.

An organization is doing a giveaway of box fans for people over the age of 60. They will be at the center on May 23rd.

The next meeting is scheduled for June 13, 2024 at 1:00 p.m.

With no further business, a motion was made by Mark Burns and seconded by Denise Whedon to adjourn. Unanimous. The meeting was adjourned at 3:30 p.m.